

**PORTOLA CITY COUNCIL
MEETING MINUTES**

July 13, 2016

6:00 p.m.

1. CALL TO ORDER

Mayor Powers called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Powers led the Council in a moment of silence and the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmembers Oels, Councilmember Gault and Mayor Powers and Mayor Pro Tem Larrieu were present. The Council currently has a vacant seat. City Manager Robert Meacher, Finance Officer Susan Scarlett, City Attorney Steve Gross, City Planner Karen Downs and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Larry Douglas read the Council a statement concerning Lake Davis and community development.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmembers Oels reported on his attendance at the Board of Supervisors meeting, the Sierra Valley Groundwater Management District meeting, a meeting at the Railroad and his attendance at the Fire Tax Assessment Committee meeting.

Mayor Pro Tem Larrieu reported on his attendance at the the Fire Tax Assessment meeting and the Transportation Commission meeting.

Mayor Powers reported that staff had responded to citizen concerns over the a-15 retaining wall, dealt with a complaint regarding flag placement on the bridge and encouraged everyone to attend the Portola Fire Department Beef Feed fundraising event.

B. Staff Communications

Robert Meacher reported on the following:

- Issues regarding the retaining wall on the A-15 project
- Care flights opening celebration
- A meeting with representatives for Congressman LaMalfa and Senator Dahle at the Western Pacific Railroad Museum
- Fire Tax Committee meeting

Community Officer Charles Brashear reported on weed and other abatement issues he has been working on.

6. CONSENT CALENDAR

A. **Minutes** – Adopt the minutes of the City Council regular meeting held on June 22, 2016 and the minutes of the special meeting of June 29th, 2016.

B. **Claims** – Adopt Resolution No. 2290 authorizing payment of claims for the period of June 18, 2016 through July 8, 2016.

Finding no Council or public comment, Mayor Pro tem Larrieu made a motion to adopt the minutes of the regular meeting held on June 22, 2016 and the minutes of the special meeting of June 29th, 2016 and to adopt Resolution No 2290 authorizing payment of claims for the period of June 18, 2016 through July 8, 2016. Councilmember Gault seconded the motion and it was unanimously approved by those in attendance.

7. PRESENTATIONS

None

8. ORDER OF BUSINESS

A. **Councilmember Appointment**

- a. **City Council Vacancy** – Review letters of interest and pose questions to individuals who have submitted a letter of interest to be considered for appointment to the vacant City Council seat. Consider an appointment to fill a vacancy on the City Council for the seat vacated by Linda Van Dahlen per Government Code section 35612. Discussion, possible action.

Mayor Powers reported that the Council had received letters of interest from four constituents, Pat Morton, Bill Adamson, Ed Laurie, and Michael Guerra. Mayor Powers noted that only two of the individuals who had submitted letters of interest were present at the meeting; Pat Morton and Bill Adamson. Mayor Powers proposed asking each of those present a series of five questions, while the other interested party was absent from the room. Pat Morton addressed the Council first, followed by Bill Adamson.

Mayor Powers asked for public comment and Terri Woods commented that only those present at this meeting should be considered for the vacant Councilmember seat and that she would like to see Bill Adamson appointed to the vacant seat. Bob Morton commented that he thought Pat Morton was the most qualified for the position as she attended every Council meeting and had previously served on the Council. Larry Douglas encouraged interested members of the Public to run for election for one of the four upcoming vacant seats.

Finding no further comment Mayor Pro tem Larrieu made a motion to appoint Pat Morton to the vacant councilmember seat. Councilmember Gault seconded the motion and it was unanimously approved during a roll call vote.

- b. **City Council Reorganization** – Administer oath of office to appointed member of the City Council. Discussion, possible action.

The City Clerk administered the oath of office to Pat Morton and she assumed her seat on the Council.

- c. **Appoint Finance and Administration Committee Member** – Fill vacancy on committee. Discussion, possible action.

Mayor Powers recommended appointment of Pat Morton to the Finance and Administration committee. The Councilmembers concurred and Mayor Powers appointed Councilmember Morton to the vacant committee seat.

B. **Amended Elections Resolutions**- Review amended Election Resolutions 2283 and 2284, reflecting changes to include election of a City Treasurer to fill the remaining two years of the term and to add the election of a fourth Councilmember to fill the 2 year unexpired portion of the term vacated by Linda VanDahlen.

The City Clerk presented the Council with amended election Resolution Numbers 2283 and 2284, which reflected changes to incorporate election of a City Treasurer to fill the remaining two years of the term and to add the election of a fourth Councilmember to fill the 2 year unexpired portion of the term vacated by Linda VanDahlen. Finding no Council or Public comment Mayor Pro tem Larrieu made a motion to adopt amended Election Resolutions 2283 and 2284. Councilmember Gault seconded the motion and it was unanimously approved.

C. **A-15 Project** – Consideration of A15 Phase II Construction, Progress Payment #1 Tabulation Summary and Payment Estimate. Discussion & possible action.

Dan Bastian, City Engineer presented the Council with a request for payment for Sierra Nevada Construction per the Progress Payment #1 Tabulation Summary and Payment Estimate. Finding no Council or Public comment Councilmember Oels made a motion to authorize the City Manager to sign the Progress Payment #1 Tabulation Summary and Payment Estimate as presented. Mayor Pro tem Larrieu seconded the motion and it was unanimously approved.

D. **Festival Fee Waiver**- Consider a request from the Portola Alumni for a fee waiver for their Festival Permit Application for use of the Portola City Park for the Portola Alumni Picnic. Discussion and/or possible action.

City Planner Karen Downs reported that Michael Sanchez, Chairperson of Portola High School Alumni, had submitted a Festival Permit Application for the Alumni Picnic to be held on Saturday, August 13, 2016 from 10:00 a.m. to 4:00 p.m. at City Park. Karen noted that the Festival Permit is \$250.00

Michael Sanchez reported that all proceeds from the annual picnic go back to the school and students and talked about the success and importance of the event.

Following a brief discussion and public comment period, Councilmember Oels made a motion to approve the request from the Portola Alumni for a fee waiver for their Festival Permit Application for use of the Portola City Park for the Portola Alumni Picnic. Councilmember Gault seconded the motion and it was unanimously approved.

E. **Sports Success** – Review and discuss a \$5,000 one-time contribution to Sports Success. Discussion and possible action.

Susan Jacobson addressed the Council and did a quick review about the Sports Success program and its benefits to the City of Portola. Following her presentation the Council asked for public comment and Larry Douglas voiced concerns about spending \$5,000 on the contract. Mike Sanchez noted that it sounded like a good investment of funds. Bob Morton concurred with the comments of Mike Sanchez and noted he thought the funds expenditure would be well worth the return.

Following a brief discussion Councilmember Gault made a motion to authorize the City Manager to sign the contract with Sports Success as presented, and to authorize the one time expenditure of \$5,000.00 from fund 215. Councilmember Oels seconded the motion and it was unanimously approved.

F. **Feather River Rail Society** -Annual sponsorship of FRRS for one year at Gold Level for \$750.00.
Discussion and possible action

City Manager Robert Meacher reported that since May, City and FRRS leadership representatives have met with representatives of Congressman La Malfa, State Senator Gains, State Assemblyman Dahle's offices, County Supervisors Swofford and Clark (retired), and the Union Pacific, to discuss ways to accelerate funding for the FRRS. Robert noted that he felt this marked a turning point in the City's relationship with the museum, its management and the Feather River Rail Society. Mr. Meacher noted that he feels the future prosperity of both the City and the museum are joined in a mutual effort to create a world class attraction in Portola and requested that the Council authorize the City Manager to sign up as a sponsor for the FRRS at the Gold Level for \$750.00 a year.

Mayor Powers asked for public comment and Richard Arnold asked where the sponsorship funds would come from and Mike Sanchez asked for a detailed explanation of fund 215.

Finding no further comment Mayor Pro tem Larrieu made a motion to authorize the City Manager to sign as a sponsor for the FRRS at the Gold Level for \$750.00 a year and to use Fund 215. Councilmember Oels seconded the motion and it was unanimously approved.

G. **Loader Purchase**- Review and discuss the purchase of a Loader for Public Works projects, including a budget amendment and authorization to enter into a contract for purchase with the seller. Discussion and possible action

City Attorney Steve Gross requested that this agenda item be continued so that the Council could review a Resolution relating to dispensing with bidding for the loader purchase. Mayor Powers continued this agenda item and requested that the City Clerk schedule a special meeting since the price and loader purchase was time sensitive.

9. CLOSED SESSION

None

10. ADJOURNMENT

Mayor Pro tem powers made a motion to adjourn the meeting. Councilmember Oels seconded the motion and the meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

Melissa Klundby, City Clerk

July 13, 2016